



COURT SERVICES & OFFENDER SUPERVISION AGENCY

VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER: CJP-06-150 (KS) (DEU)

JOB TITLE: Statistician (Social Science), GS-1530-11/12

AREA OF CONSIDERATION: All Sources

OPENING DATE: 09/22/06

CLOSING DATE: 10/06/06

PROMOTION POTENTIAL: GS-13

STARTING SALARY: GS-11, \$54,272 pa; GS-12, \$65,048 pa

THIS VACANCY ANNOUNCEMENT MAY BE USED TO FILL FUTURE VACANCIES.

Statistician, GS-1530-11/12, (1 position), Court Services & Offender Supervision Agency (CSOSA), Office of Community Justice Programs, Research and Evaluation, Washington, DC.

DUTIES: The incumbent conducts studies of community supervision populations bearing on (a) treatment and sanctions effectiveness, (b) risk assessment, (c) recidivism monitoring, and (d) cost-benefit analysis; identifies and summarizes issues relevant to effective community supervision, such as (a) assessing the performance of the agency in meeting its performance targets, and (b) assessing the performance among supervision populations in complying with their conditions of release. Collaborates with agency researchers and practitioners in developing, implementing, and evaluating agency-wide policies and procedures. Prepares, tailors, and presents summaries of research findings to local and national faith-based and community-based, civic, and political organizations. Develops data collection methods with respect to local and national demographic, social, and economic characteristics; and maintains a repository of current literature, research, and best practices across various academic and practical criminal justice corrections communities.

QUALIFICATIONS: **Basic requirement:** A) Degree - that included 15 semester hours in statistics (or in mathematics and statistics, provided at least 6 semester hours were in statistics and 9 additional semester hours in one or more of the following: physical or biological sciences, medicine, education, or engineering; or in the social sciences including demography, history, economics, social work, geography, international relations, social or cultural anthropology, sociology, political science, public administration, psychology, etc. Credit toward meeting statistical course requirements should be given for courses in which 50 percent of the course content appears to be statistical methods; e.g., courses that included studies in research methods in psychology or economics, such as tests and measurements or business cycles, or courses in methods of processing mass statistical data such as tabulating methods or electronic data processing.

OR

B) Combination of education and experience – courses as shown in A above, plus appropriate experience or additional education. The experience should have included a full range of professional statistical work such as (a) sampling, (b) collecting, computing, and analyzing statistical data, and (c) applying statistical techniques such as measurement of central tendency, dispersion, skewness, sampling error, simple and multiple correlation, analysis of variance, and tests of significance.

For the GS-11 level, 3 years of progressively higher level graduate education leading to a Ph.D. degree or Ph.D. or equivalent doctoral degree OR have one year of specialized experience equivalent to the GS-9 grade level. **Specialized experience** is experience in or directly related to the position to be filled and which has equipped the applicant with the particular knowledge, skills and abilities (KSAs) to successfully perform the duties of the position. **For the GS-11 level, specialized experience** includes performing data analysis involving the use of statistical applications, analysis, applying a wide range of statistical techniques that include but are not limited to validity and reliability, probability, inferential statistics, sampling, hard and soft measures, patterns of variations, descriptive statistics, etc. **For the GS-12 level, specialized experience** includes providing input on major plans that serve as “blueprints” for overall research efforts for the agency. Develops methodological plans for addressing research questions and develops data collection strategies. Additional specialized experience includes evaluating a variety of operational processes that either facilitate or serve as operational barriers to successful program implementation.

EVALUATION METHODS: Your application will be evaluated according to the extent and quality of experience, education and training. If you meet the basic qualification requirements, your application/resume will be evaluated against the KSAs required for this position. This evaluation determines which candidates will be referred to the selecting official for consideration.

TO RECEIVE FULL CONSIDERATION, APPLICANTS MUST ON A SEPARATE SHEET OF PAPER ADDRESS EACH OF THE REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES DESCRIBED BELOW.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

1. Knowledge of the criminal justice administration and social science fields, and knowledge of statistical research being conducted by others in these fields.
2. Skill in evaluation techniques and principles.
3. Ability to prepare data for interpretation and analysis that includes validity, reliability and probability
4. Skill in oral communication to present recommendations and solutions.
5. Skill in written communication to prepare recommendations and solutions.

In addition to submitting your application/resume, YOU MUST address your experience and/or education related to the KSAs described above, giving specific examples ON A SHEET OF PAPER THAT IS SEPARATE FROM YOUR APPLICATION/RESUME. Address each of the KSAs separately and

explain how your experience, education, training, and self-development activities relate to each KSA. Your qualification rating will be based on the evaluation of your experience and education as they relate to the qualification requirements and KSAs listed above. You must also provide detailed evidence of the KSAs in your application in the form of clear, concise examples showing the level of accomplishment and degree of responsibility.

HOW TO APPLY: Interested applicants may submit a resume, the Optional Application for Federal Employment (OF 612), or any other written format you choose to describe your job-related qualifications. Whatever you submit, you must include the information cited in the Office of Personnel Management's (OPM) brochure, 'Applying For A Federal Job' (OF-510). A copy of the brochure (OF-510) and OF 612 can be obtained by contacting your local personnel office, through the USAJOBS web site at <http://www.usajobs.opm.gov/faqs.asp>, or by requesting the forms through OPM's self-service phone system at (478) 757-3000 or TDD (478) 744-2299.

Applicants must submit a copy of their college transcript or list of college courses that includes hours and grades.

Veterans: Veterans claiming 5-point veteran preference must submit a copy of their latest DD-214. Veterans claiming 10-point veteran preference must submit a copy of their latest DD-214 along with an SF-15 form and a letter from the Veteran's Administration certifying the veteran's present receipt of compensation for service-connected disability or disability retirement pay or other appropriate documentation listed on the application for 10 point veteran preference.

CTAP and ICTAP: If you are an eligible Career Transition Assistance Program (CTAP) or Interagency Career Transition Assistance Program (ICTAP) applicant, you may apply for special selection over other applicants for this position. Individuals who have special priority selection rights under the CTAP or the ICTAP must be well qualified for the position. To be well qualified, applicants must satisfy all qualification requirements for the vacant position and meet the mid-level of the crediting plan for all factors or the established cutoff score. CTAP/ICTAP eligible must submit one of the following as proof of eligibility for the special selection priority: a separation notice; a "Notice of Personnel Action" (SF-50) documenting separation; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; OR a Military Department or National Guard Bureau notification that you are retired under 5 U.S.C. § 8337(h) or § 8456.

Applications and all required documents must be received by 5:00 p.m. EST on the closing date.

Mailing Address and Contact: All documents must be submitted to: Court Services and Offender Supervision Agency, Office of Human Resources, 808 17th Street, NW, Suite 820, Washington, D.C. 20006. For additional information on this position contact Karen Schmitz on (202) 220-5444 or **TTY (202) 220-5474**. Applications must be *received* by 5:00 p.m. on the closing date.

EMAIL ADDRESS: Applicants may also submit applications via email to: CSOSAjobs@CSOSA.gov.

Fax Number: Applicants may submit documents via facsimile to: (202) 220-5615.

OTHER INFORMATION:

Agency Background Information: The National Capital Revitalization and Self-Government Improvement Act of 1997 established the Court Services and Offender Supervision Agency as a federal agency on August 5, 2000.

U.S. Citizenship: Applicants must be U.S. citizens or nationals.

Selective Service Registration: As a condition of employment, all male applicants born after December 31, 1959, must have registered for the selective service. If selected for this position, the applicant must sign a statement certifying his registration, or the applicant must demonstrate exempt status under the Selective Service Law.

Relocation Expenses: Relocation expenses are not authorized.

Probationary Period: Appointment will require completion of a one-year probationary period.

Security Check: A background security investigation will be required for all new hires. Appointment will be subject to the applicant's successful completion of a background security investigation, drug testing and favorable adjudication. Failure to successfully meet these requirements will be grounds for termination.

Drug Testing: Appointment may be subject to random drug testing after selection.

Direct Deposit: All Federal employees are required to have Federal salary payments directly deposited into a financial institution of their choosing.

REASONABLE ACCOMMODATIONS: Court Services and Offender Supervision Agency welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate those needs. If you need a reasonable accommodation for any part of the application and hiring process, please notify the CSOSA Office of Human Resources. The decision on granting reasonable accommodations will be made on a case-by-case basis. The Agency is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced on the basis of merit within the Court Services and Offender Supervision Agency.

EQUAL OPPORTUNITY EMPLOYER: Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, membership in an employee organization, or on the basis of personal favoritism.

CSOSA is an Equal Opportunity Employer.